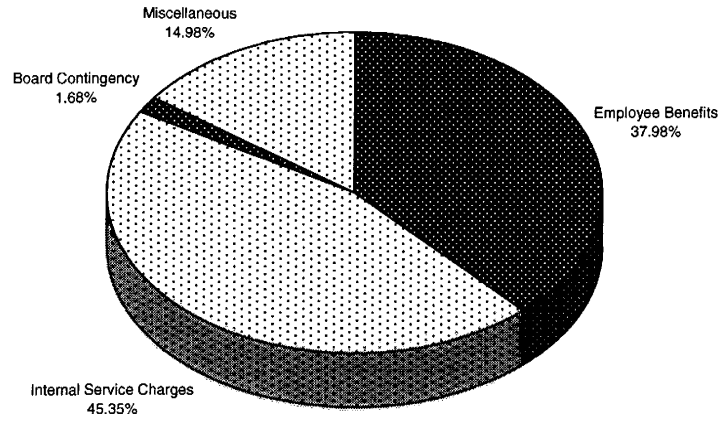
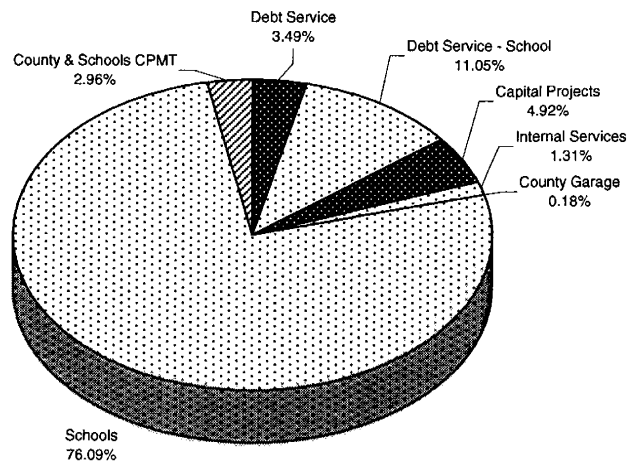


*Non-Departmental
and Transfers*

**FY 2005 Non-Departmental
\$5,940,504**



**FY 2005 Transfers
\$72,837,023**



Non-Departmental and Transfers

	Actual FY 2003	Budget FY 2004	Adopted FY 2005	Increase (Decrease)
Non-Departmental:				
Employee Benefits	\$ 199,976	\$ 1,340,000	\$ 2,256,237	\$ 916,237
Internal Service Charge	144,727	2,399,417	2,694,267	294,850
Board Contingency	-	107,940	100,000	(7,940)
Miscellaneous	714,829	821,000	890,000	69,000
Addition to Fund Balance	-	-	-	-
Total Non-Departmental	1,059,532	4,668,357	5,940,504	1,272,147
Transfers to:				
Debt Service	2,642,001	2,636,225	2,540,581	(95,644)
Debt Service - School	6,333,891	5,963,805	8,048,555	2,084,750
Capital Projects	1,854,070	3,388,515	3,584,345	195,830
Schools	54,693,491	55,447,942	55,071,225	(376,717)
Schools-Dental Insurance	286,043	347,299	347,299	-
Schools-Non-Recurring	-	125,000	-	(125,000)
Internal Services	422,372	937,906	957,700	19,794
CPMT - County	515,795	354,000	854,000	500,000
CPMT - School	799,000	799,000	1,299,000	500,000
County Garage	135,190	132,513	134,318	1,805
Information Technology	113,747	-	-	-
Fee Class	600	-	-	-
E-911	11,737	-	-	-
Grants	140,282	-	-	-
Day Reporting	290	-	-	-
Total Transfers	67,948,509	70,132,205	72,837,023	2,704,818
Total Non-Departmental &	\$69,008,041	\$74,800,562	\$78,777,527	\$3,976,965

Non-Departmental

This section includes functions that are interdepartmental or do not fit into the County's formal organizational structure.

Employee Benefits – The reserve for Employee Benefits funds fixed personnel costs that are not directly budgeted in the individual departments of the General Fund. These costs may include salary increases approved by the Board of Supervisors at the end of the budget process, termination pay for County employees, mid-year Compensation Board salary increases and/or funding for the volunteer retirement program.

Termination Pay	275,000
Health/Dental Insurance Increase	251,237
Volunteer Retirement	200,000
3.5% Raise	1,330,000
Part-Time Raises	15,000
Deferred Comp	185,000
Total Employee Benefits	\$ 2,256,237

Employee Benefits Appropriations				
Description	Actual FY 2003	Budget FY 2004	Adopted FY 2005	% Change 04-05
Personnel	\$ -	\$1,340,000	\$2,256,237	68.4%
Operating	199,976	-	-	0.0%
Capital	-	-	-	0.0%
Transfers	-	-	-	0.0%
Total	\$199,976	\$1,340,000	\$2,256,237	68.4%
Positions	-	-	-	-

Internal Service Charges – Internal Service Charges provide a means to account for services provided to other County departments. Information Technology (IT) and Communications provide services to internal County departments. The costs of these services are charged to the General Fund and allocated to the user departments at year-end.

Internal Service Charges Appropriations				
Description	Actual FY 2003	Budget FY 2004	Adopted FY 2005	% Change 04-05
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	-	-	-	0.0%
Capital	-	-	-	0.0%
Transfers	-	2,399,417	2,694,267	12.3%
Total	\$ -	\$2,399,417	\$2,694,267	12.3%
Positions	-	-	-	-

Board Contingency – The Contingent Balance represents undesignated funds reserved for unplanned expenditures during the fiscal year. In FY 2004, the contingent balance is a \$107,940 reserve to be appropriated at the discretion of the Board of Supervisors. This is not the Unappropriated General Fund Balance.

Board Contingency Appropriations				
Description	Actual FY 2003	Budget FY 2004	Adopted FY 2005	% Change 04-05
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	-	-	-	0.0%
Capital	-	-	-	0.0%
Transfers	-	107,940	100,000	0.0%
Total	\$ -	\$ 107,940	\$ 100,000	-7.4%
Positions	-	-	-	-

Miscellaneous – This budget provides a funding reserve for activities and operations that do not clearly become the responsibility of any department in the formal organizational structure.

Potential Litigation	50,000
Tax Relief Elderly	600,000
Gain Sharing - Vinton	100,000
Refuse Credit	110,000
Payment in Lieu of Taxes	30,000
Total Miscellaneous	\$ 890,000

Miscellaneous Appropriations				
	Actual	Budget	Adopted	% Change
<u>Description</u>	<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>04-05</u>
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	714,829	821,000	890,000	8.4%
Capital	-	-	-	0.0%
Transfers	-	-	-	0.0%
Total	\$714,829	\$821,000	\$890,000	8.4%
Positions	-	-	-	-

Transfers

Transfers represent movements of money between accounting units.

Transfers from the General Fund provide support to other County operations. The largest transfer occurs between the General Fund and the School Operations Fund. This transfer allows the general tax base to support public education in the County. Similar interfund transfers are made to the Capital Projects Fund and the Debt Service Fund. Those transfers allow the General Fund to support capital improvements and repayment of the County's debt, respectively. The General Fund will also support several programs with intrafund transfers. These transfers are for programs that are accounted for as sub-funds of the General Fund. Transfers to sub-funds include:

- Internal Services to provide operational funds for risk management;
- Comprehensive Services to provide social support for troubled youth and families; and,
- The County Garage to maintain and repair County vehicles.

Fiscal year 2005 transfer appropriations from the General Fund are:

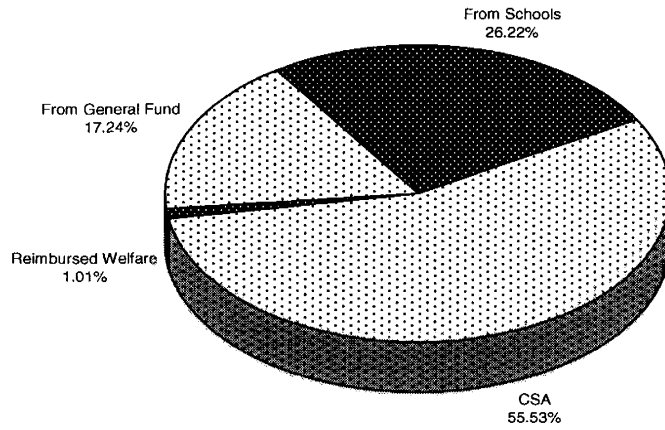
Interfund	Debit - County	2,540,581
	Debit - Schools	8,048,555
	Capital	3,584,345
	Schools Operating	55,071,225
	Schools Dental Ins	347,299
	Total Interfund	\$69,592,005
Intrafund	Internal Services	957,700
	Comprehensive Services	2,153,000
	Garage	134,318
	Total Intrafund	\$ 3,245,018
Total Transfers		\$72,837,023

Appropriations for Transfers				
Description	Actual FY 2003	Budget FY 2004	Adopted FY 2005	% Change 04-05
Personnel	\$ -	\$ -	\$ -	-
Operating	-	-	-	-
Capital	-	-	-	-
Transfers	<u>67,948,509</u>	<u>70,132,205</u>	<u>72,837,023</u>	3.9%
Total	\$67,948,509	\$70,132,205	\$72,837,023	3.9%
Positions	-	-	-	-

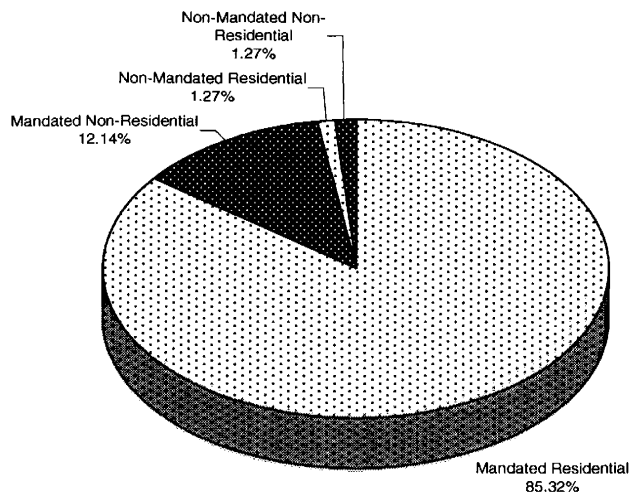


*Comprehensive Services
for Youth and Families*

FY 2005 Comprehensive Services Revenue
\$5,037,171



FY 2005 Comprehensive Services Expenditures
\$5,037,171



Comprehensive Services for Youth and Families Revenue and Expenditure Summary

	Actual FY 2003	Budget FY 2004	Adopted FY 2005	Inc/(Dec)
<u>Revenue</u>				
Departmental Service Charges	\$ 1,430,046	\$ 1,550,085	\$ 2,823,206	\$ 1,273,121
Miscellaneous	16,704	22,186	22,186	
CSA	15,302	1,477,899	2,751,020	
Reimbursed Welfare	138,478	50,000	50,000	
CPMT Pool-CSA	1,237,243	-	-	
CPMT Pool-Federal Grant	22,319	-	-	
Transfers	1,314,795	1,264,095	2,213,965	949,870
CSA Adm from General Fund	217,515	55,720	60,965	
From General Fund	298,280	633,375	854,000	
From Schools	799,000	575,000	1,299,000	
Total Revenue	<u>\$ 2,744,841</u>	<u>\$ 2,814,180</u>	<u>\$ 5,037,171</u>	<u>\$ 2,222,991</u>
Beginning Balance	-	-	-	-
Total Revenue & Fund Balance	<u>\$ 2,744,841</u>	<u>\$ 2,814,180</u>	<u>\$ 5,037,171</u>	<u>\$ 2,222,991</u>
<u>Expenditures</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	2,744,841	2,814,180	5,037,171	2,222,991
CSA Administration	83,518	88,744	93,989	5,245
Family Preservation Grant	29,759	-	-	-
Mandated Residential	1,851,439	2,000,000	4,217,746	2,217,746
Mandated Non-Residential	698,441	600,000	600,000	-
Non-Mandated Residential	38,076	62,718	62,718	-
Non-Mandated Non-Residential	43,608	62,718	62,718	-
CPMT Pool Revenues	-	-	-	-
Capital	-	-	-	-
Total Expenditures	<u>\$ 2,744,841</u>	<u>\$ 2,814,180</u>	<u>\$ 5,037,171</u>	<u>\$ 2,222,991</u>
Ending Fund Balance	-	-	-	-
Total Expenditures & Fund Balance	<u>\$ 2,744,841</u>	<u>\$ 2,814,180</u>	<u>\$ 5,037,171</u>	<u>\$ 2,222,991</u>

Comprehensive Services for Youth and Families

The Comprehensive Services Act of 1992 established the Comprehensive Services for Youth and Families program which provides enhanced services to “at-risk” and troubled youth and families.

MISSION

The Comprehensive Services for Youth and Families program will provide comprehensive services to “at-risk and troubled youth and families” through interagency cooperation.

GOALS, OBJECTIVES, and STRATEGIES

Plan and provide funding for programs to serve the target population.

- Provide high quality, child centered, family focused, cost effective services to high-risk youth and their families.
 - Regular utilization reviews will be conducted for all cases which receive funding through the Comprehensive Services for Youth and Families.
- Increase inter-agency cooperation and collaboration.
 - Representatives from the County Administration, the Schools, the Department of Social Services, the Court Service Unit, the Health Department, the Police Department and Blue Ridge Behavioral Health, as well as a parent advocate and a representative of a private provider, will serve on the Family Assessment and Planning Teams (FAPTeams) and/or Community Policy and Management Team (CPMT).
 - The CPMT will hold an annual retreat for CSA Service Coordinators, FAPTeam members and CPMT members.

TOP 3 - 5 Accomplishments

1. To date this fiscal year (FY04) we have provided safe placements for 87 children in foster care, 17 of whom have been emancipated, transitioned to independent living, returned home or placed in an adoptive home.
2. To date this fiscal year (FY04) we have provided educational services for 36 children whose IEP requires a private day school or residential educational placement.
3. To date this fiscal year (FY04) we have provided services intended to prevent a more restrictive special education placement to 20 special education students still attending public school and successfully maintained 19 of those students in the public school system.

County Garage

County Garage Revenue and Expenditure Summary

	Actual FY 2003	Budget FY 2004	Adopted FY 2005	Inc(Dec)
<u>Revenue</u>				
Departmental Service Charges	\$ 132,563	\$ 150,093	\$ 212,074	\$ 61,981
Recovered Cost Labor-G/F	101,022	-	-	
Recovered Cost Labor-E/F	31,541	-	-	
Transfer from General Fund	135,190	132,513	134,318	1,805
Total Revenue	\$ 267,753	\$ 282,606	\$ 346,392	\$ 63,786
<u>Expenditures</u>				
Personnel	\$ 251,088	\$ 245,806	\$ 309,592	\$ 63,786
Operating	9,169	36,800	36,800	-
Capital	-	-	-	-
Total Expenditures	\$ 260,257	\$ 282,606	\$ 346,392	\$ 63,786

County Garage

The Roanoke County Garage maintains the County's fleet of vehicles.

MISSION

The Roanoke County Garage will maintain the vehicle fleet and equipment in the highest state of readiness and safety; performing top quality work while using the most cost-effective technology available.

GOALS, OBJECTIVES, and STRATEGIES

To ensure a safe, efficient fleet.

- All vehicles will receive annual state inspections and 26 safety point inspections during routine service.
 - Service alerts are provided at all Prokee fueling sites at recommended intervals, usually 4-6,000 miles.
 - Vehicle maintenance history and fuel efficiency tracked by computerized fleet maintenance software.

To reduce downtime and extend the life expectancy of the fleet.

- Meet or exceed manufacturers recommended maintenance intervals
 - Perform oil changes, emissions control, brakes and all other recommended service.

Continually strive for a high level of customer satisfaction.

- Achieve a 100% customer satisfaction level.
 - Provide response cards to all customers.
 - Manager perform quality control inspections.

To maximize shop productivity and reduce sublet labor costs.

- Achieve an average mechanic accountability rating of 75%.
 - Maximize scheduling so that mechanics have steady work flow.

Improve environmental performance of the fleet.

- Reduce emissions and improve fuel efficiency.
 - Perform a comprehensive "environmental" service pilot project on General Services and Real Estate Assessment vehicles that includes emissions diagnostics checks, synthetic lubricants and tune-ups.

TOP 3 - 5 Accomplishments

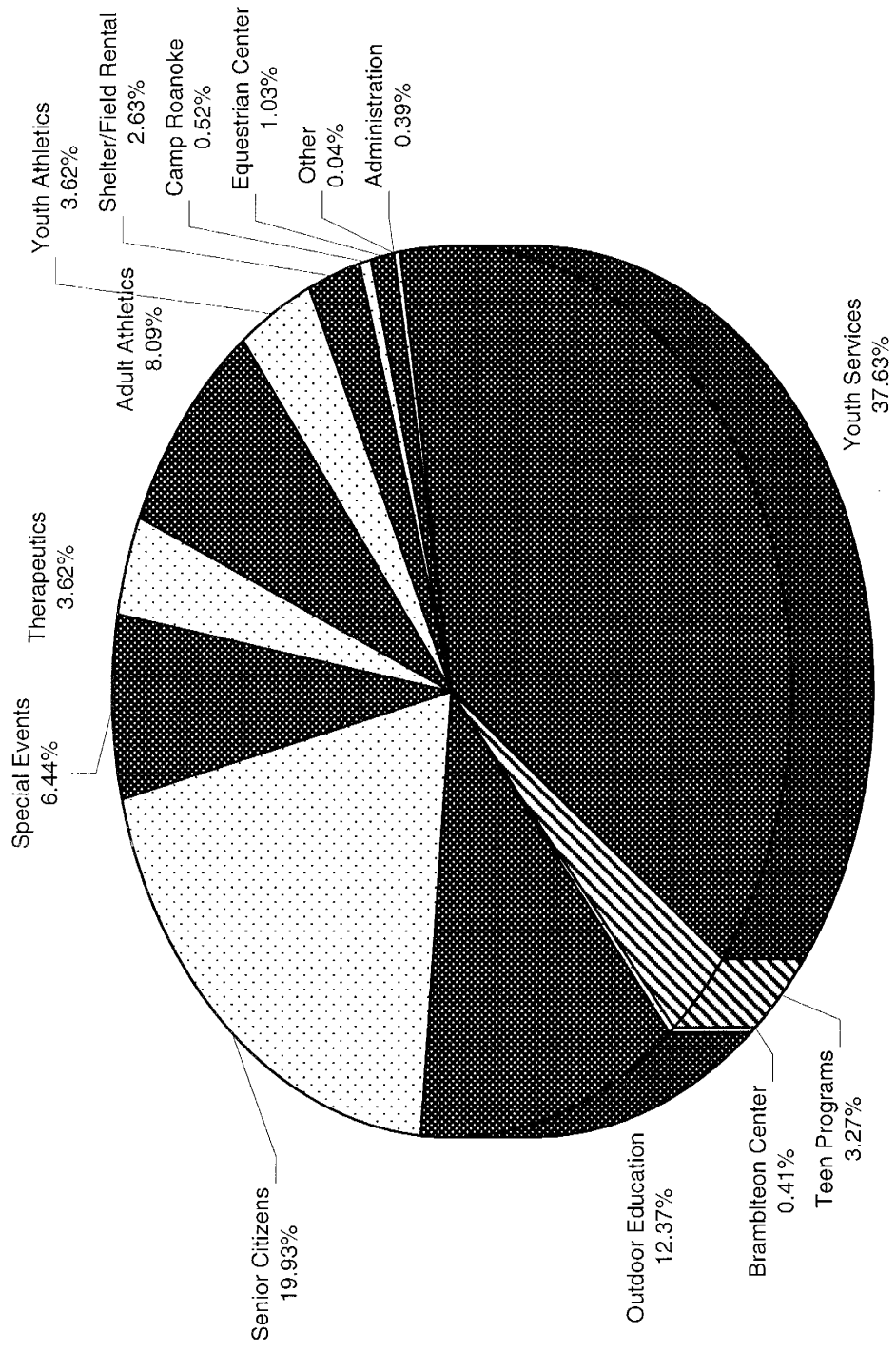
1. Achieved 99.9% customer satisfaction measured by response cards.
2. Increased productivity by almost \$20,000 over previous year.
3. Assisted with development of comprehensive fleet management manual.
4. Saved the County an estimated \$40,000 in sublet labor costs.

Garage Appropriations				
<u>Description</u>	<u>Actual</u> <u>FY 2003</u>	<u>Budget</u> <u>FY 2004</u>	<u>Adopted</u> <u>FY 2005</u>	<u>% Change</u> <u>04-05</u>
Personnel	\$251,089	\$245,806	\$ 309,592	25.9%
Operating	9,168	36,800	36,800	0.0%
Capital	-	-	-	0.0%
Transfers	-	-	-	0.0%
Total	\$260,257	\$282,606	\$ 346,392	22.6%
Positions	6	6	7	16.7%

Recreation Fee Class

FY05 Recreation Fee Class Expenditures

\$981,694



**Recreation Fee Class Sub-Fund
Revenue and Expenditure Summary**

	Actual FY 2003	Budget FY 2004	Adopted FY 2005	Inc/(Dec)
<u>Revenue</u>				
From Local Sources				
Charges for Service*	\$ 874,800	\$ 965,878	\$ 981,694	\$ 15,816
Other	-	-	-	-
Transfer from Fee Class	-	-	-	-
Fund Balance Beginning	241,407	321,775	321,775	-
Total Revenues	<u>\$ 1,116,207</u>	<u>\$ 1,287,653</u>	<u>\$ 1,303,469</u>	<u>\$ 15,816</u>
<u>Expenditures</u>				
Administration	\$ 107,535	\$ 3,750	\$ 3,750	\$ -
Youth Services	275,059	379,528	365,000	(14,528)
Teen Programs	18,899	31,395	31,724	329
Brambleton Center	3,032	8,000	4,025	(3,975)
Outdoor Education	73,437	97,900	120,000	22,100
Senior Citizens	166,039	190,105	193,348	3,243
Special Events	16,565	60,000	62,497	2,497
Therapeutics	30,438	34,200	35,094	894
Adult Athletics	35,384	75,192	78,428	3,236
Youth Athletics	25,941	35,000	35,132	132
Shelter/Field Rental	17,761	24,008	25,500	1,492
Catawba Center Rental	2,351	5,000	5,396	396
Happy Hollow	6,486	4,800	4,800	-
Camp Roanoke	8,109	5,000	5,000	-
Special Events - Field Impv	-	2,000	2,000	-
Equestrian Center	7,394	10,000	10,000	-
Total Expenditures	<u>\$ 794,432</u>	<u>\$ 965,878</u>	<u>\$ 981,694</u>	<u>\$ 15,816</u>
Fund Balance Ending	321,775	321,775	321,775	-
Total Expenditures & Fund	<u>\$ 1,116,207</u>	<u>\$ 1,287,653</u>	<u>\$ 1,303,469</u>	<u>\$ 15,816</u>

Revenue for Fee Class programs are generated solely from fees associated with the direct cost of the program. The Fee Class sub-fund is 100% self-supporting.

Recreation Fee Class

The Recreation Fee Class is an accounting unit within the General Fund that records revenue and expenditures for fee-based recreational activities.

MISSION

The Recreation Fee Class Fund will be used to provide the highest quality cultural, recreational and social services to the citizens of Roanoke County within the defined fee structure.

GOALS, OBJECTIVES, and STRATEGIES

Provide a wide variety of quality, cost effective fee-based facilities, recreation programs and services for citizens of all ages and abilities.

- Offer fee-based programs and services in the following special interest areas: adult leisure services, youth services, teen programs, outdoor education and adventure, and adult athletics.
- Maintain, program and operate the Brambleton Community Center, Brambleton Teen Center, Walrond Senior Center, Craig Recreation Center, Catawba Community Center and Camp Roanoke.
- Provide community and citizen rental space for meetings and special events.
- Provide fee-based specialty youth athletics camps and clinics, senior adult social events and trips and community disability awareness services and programs.
- Provide state licensed after school and summer childcare programs utilizing Roanoke County elementary schools.
- Offer three seasons of community programs at Camp Roanoke to include summer residential youth camps, off-season rentals and community programs.
- Continuously monitor and evaluate services through citizen and staff feedback.

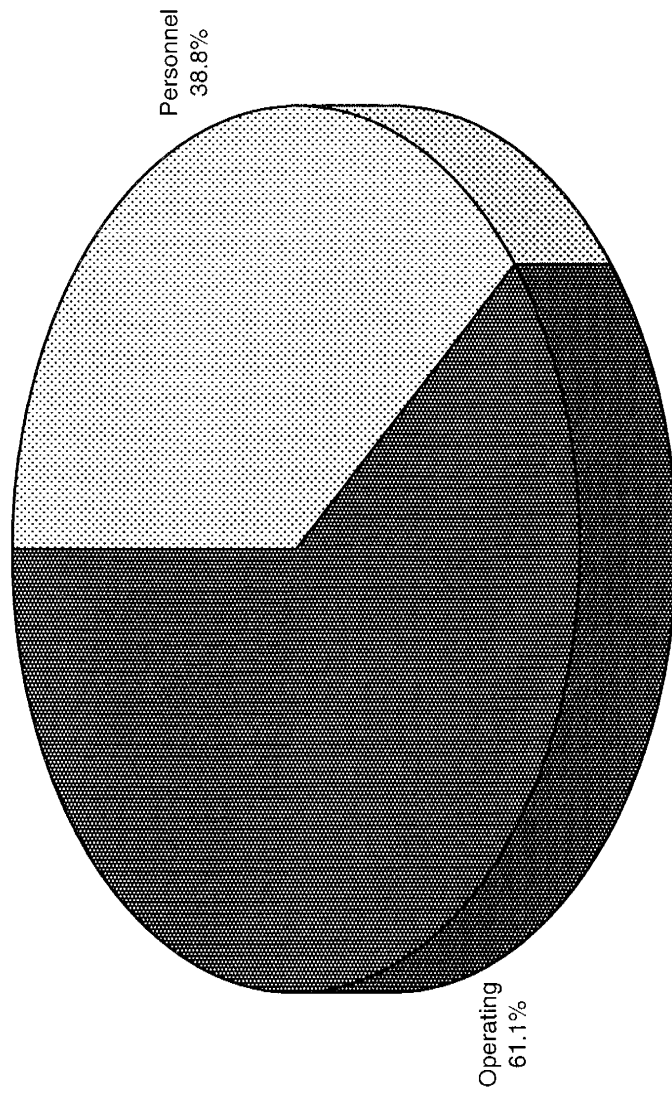
TOP 3 - 5 Accomplishments

1. Registration for Camp Roanoke increased by 12.5% during the last year.
2. Brambleton Center participant visits increased by 5% to 84,000 visits. Participation in the Teen Center has increased by 20% over last year.
3. Received the bid to provide after school childcare programs in eight Roanoke County elementary schools.

Fee Class Appropriations				
Description	Actual FY 2003	Budget FY 2004	Adopted FY 2005	% Change 04-05
Personnel	\$ 323,590	\$ 379,160	\$ 421,429	11.1%
Operating	378,397	391,619	401,213	2.4%
Capital	28,613	16,161	12,661	-21.7%
Transfers	63,837	178,938	146,391	0.0%
Total	\$ 794,437	\$ 965,878	\$ 981,694	1.6%
Positions	-	-	-	-

Law Library

FY05 Law Library Expenditures
\$41,735



Law Library Sub-Fund **Revenue and Expenditure Summary**

	Actual FY 2003	Budget FY 2004	Adopted FY 2005	Inc/(Dec)
<u>Revenue</u>				
From Local Sources				
Civil Action Fees	\$ 36,602	\$ 41,648	\$ 41,735	\$ 87
Interest Income	1,661	-	-	-
Total Local Sources	38,263	41,648	41,735	87
Fund Balance Beginning	116,656	115,707	115,707	-
Total Revenues	\$ 154,919	\$ 157,355	\$ 157,442	\$ 87
<u>Expenditures</u>				
Personnel*	\$ 15,755	\$ 16,148	\$ 16,235	\$ 87
Operating	23,457	25,500	25,500	-
Capital	-	-	-	-
Total Expenditures	\$ 39,212	\$ 41,648	\$ 41,735	\$ 87
Fund Balance Ending	115,707	115,707	115,707	-
Total Expenditures & Fund Balance	\$ 154,919	\$ 157,355	\$ 157,442	\$ 87

* The Law Library does not employ any full-time personnel. All costs related to this function are covered by fees generated in the Law Library.

Law Library

The Roanoke County Law Library provides legal reference assistance to attorneys, court personnel and the general public; maintains and preserves the inventory of legal materials; and regularly updates legal reference materials.

MISSION

The Roanoke County Law Library provides legal reference assistance to attorneys, court personnel and the general public, maintains and preserves the inventory of legal materials and updates legal reference materials regularly.

GOALS, OBJECTIVES, and STRATEGIES

To emphasize materials that will assist the general public in dealing with the legal system.

- To obtain a variety of pamphlets, handouts and books intended for laypersons with legal concerns.
- To make these materials easily accessible to patrons.
 - Obtain materials prepared by the Virginia State Bar that are intended for the general public and treat such subjects as divorce, renter's rights and home purchase, etc.
 - Obtain handouts from the Virginia Department of Consumer Affairs that discuss consumer issues such as unfair advertising, automobile warranties, installment contracts, etc.
 - Obtain materials from Virginia Continuing Legal Education.

To improve communications about resources available in the Law Library.

- To effectively utilize available methods of communication to make attorneys, court personnel and the general public aware of library holdings and new additions to library inventory.
 - Prepare periodic news and information alert for library patrons.
 - Design and implement a Law Library site on the Internet and the Roanoke County Intranet.

TOP 3 - 5 Accomplishments

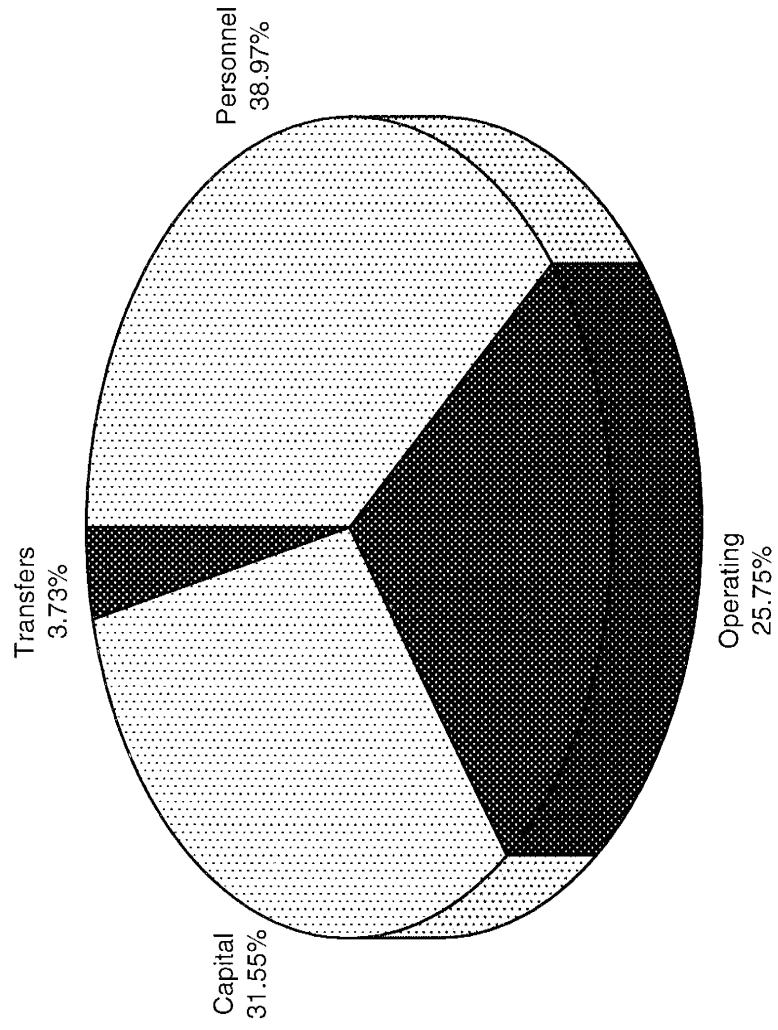
1. The Law Library web site is ready to go and should be implemented in early 2004.
2. We have subscribed to a flat rate online research program that gives us access to some publications we cannot afford to keep in the Law Library and allows us to email copies to patrons who request specific cases or code sections.
3. We have worked with the Roanoke County-Salem Bar Association to hold three Continuing Legal Education programs in the Law Library.

Law Library Appropriations				
Description	Actual FY 2003	Budget FY 2004	Adopted FY 2005	% Change 04-05
Personnel	\$ 15,755	\$ 16,148	\$ 16,235	0.5%
Operating	23,457	25,500	25,500	0.0%
Capital	-	-	-	0.0%
Transfers	-	-	-	0.0%
Total	\$ 39,212	\$ 41,648	\$ 41,735	0.2%
Positions	-	-	-	0.0%



E-911

**FY 2005 E-911 Expenditures
\$970,000**



E-911 Sub-Fund Revenue and Expenditure Summary

	<u>Actual FY 2003</u>	<u>Budget FY 2004</u>	<u>Adopted FY 2005</u>	<u>Inc/(Dec)</u>
<u>Revenue</u>				
E-911 Tax	\$ 1,000,142	\$ 975,131	\$ 970,000	\$ (5,131)
Beginning Balance	843,491	1,278,852	1,278,852	\$ -
Total Revenue & Fund Balance	<u>\$ 1,843,633</u>	<u>\$ 2,253,983</u>	<u>\$ 2,248,852</u>	<u>\$ (5,131)</u>
<u>Expenditures</u>				
Personnel	\$ 356,487	\$ 347,656	\$ 378,029	\$ 30,373
Operating	139,157	321,993	249,742	(72,251)
Capital	69,137	281,000	306,000	25,000
Transfers	-	24,482	36,229	11,747
Expenditures	\$ 564,781	\$ 975,131	\$ 970,000	\$ (5,131)
Ending Balance	1,278,852	1,278,852	1,278,852	\$ -
Total Expenditures & Fund Balance	<u>\$ 1,843,633</u>	<u>\$ 2,253,983</u>	<u>\$ 2,248,852</u>	<u>\$ (5,131)</u>

E-911

The E-911 Department operates the Roanoke County communications center dispatching calls for police, fire or rescue services.

MISSION

The mission of the E-911 Department is to operate an efficient communications center by responding to calls in a timely manner and expeditiously dispatching calls for service received for police, fire or rescue services.

GOALS/OBJECTIVES

Provide effective communications through the 911 center by dispatching calls in an effective and efficient manner.

- Staff and train necessary Emergency Medical Dispatcher (EMD) personnel.
- Provide quality emergency dispatch response to the citizens and businesses in the coverage area.
- Obtain mobile data terminals (MDT) for department personnel.

E-911 Appropriations				
Description	Actual FY 2003	Budget FY 2004	Adopted FY 2005	% Change 04-05
Personnel	\$ 356,487	\$ 347,656	\$ 378,029	8.7%
Operating	139,157	321,993	249,742	-22.4%
Capital	69,137	281,000	306,000	8.9%
Transfers	-	24,482	36,229	48.0%
Total	<u>\$ 564,781</u>	<u>\$ 975,131</u>	<u>\$ 970,000</u>	<u>-0.5%</u>
Positions	15	15	15	0.0%